

# Overview of the WRITTEN EXAMINATION For Prospective Court Interpreters

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The Court Interpreter Approval Program exists to meet the needs of the New Jersey Judiciary. Accordingly, persons are eligible to enter the program if they reside in or near enough to New Jersey to provide interpreting services to New Jersey's courts on a regular basis, or if they are in the process of moving to New Jersey and intend to regularly work as a court interpreter in New Jersey. Persons who reside at great distances from New Jersey are generally ineligible.

Persons who are already certified by the Administrative Office of the United States Courts need not take any additional examinations. Reciprocity is available to persons certified in other states so long as the test by which they were certified is a test developed by the National Center for State Courts (NCSC) . For further information on reciprocity, see the [reciprocity policy](#) available on our website.

***Candidates are responsible for becoming familiar with the Court Interpreter Approval Program's policies. Please read this document carefully as it provides a complete description of the testing policies that apply to all candidates.***

**JANUARY 2018**

## **Overview**

This overview is adapted from an original text prepared by the National Center for State Courts (NCSC) (formerly from the Consortium for Language Access in the Courts). The written test is a product of the NCSC, and New Jersey administers the written test in a manner consistent with the NCSC's guidelines. It is intended to help guide candidates to a successful testing experience.

**Candidates are strongly urged to read this entire document carefully before completing the application at the end of this document.**

## **Written Exam Fee Policy**

Starting in 2017, the written exam includes a **\$50 registration fee**. ***All Judiciary employees are exempt from the fee.*** Candidates must mail a completed application and the accompanying fee, which is payable by check, certified check or money order to "Treasurer, State of New Jersey." Absolutely no cash payments will be accepted. We will confirm receipt of your application and payment **via e-mail**. **All communication regarding the written exam is done through e-mail only.**

- Applications will be returned if they are not submitted with payment. Checks cannot be post-dated and will be deposited upon receipt.
- Send applications and accompanying fee to:

**Regular Mail (US Postal Service)**  
Language Services  
Administrative Office of the Courts  
PO Box 988  
Trenton, NJ 08625-0988

**Overnight/Express Mail**  
Language Services  
Administrative Office of the Courts  
Richard J. Hughes Justice Complex  
25 Market Street  
Trenton, NJ 08611-0988

- You will receive an e-mail stating which written exam session you have been assigned to within 10 days of receipt. Closer to the date of your written exam session, you will receive an e-mail with more details, directions, etc.
- If you do not confirm your exam appointment via e-mail and/or if you miss your exam appointment and do not contact us to say whether or not you want to be rescheduled, we will assume you are no longer interested in testing, shred your application, and issue a refund to the address on file, **less a \$25 administrative fee.**
- If your check is returned for insufficient funds, you will not be allowed to take the exam until the Judiciary receives full payment. If your check is returned for insufficient funds and you have already taken the exam, the Judiciary will not grade your exam or give you the results until the Judiciary receives full payment.
- If you have questions, please feel free to contact us at [Langsvcs.mailbox@njcourts.gov](mailto:Langsvcs.mailbox@njcourts.gov).

## **Introduction**

This document has been prepared to help persons aspiring to become approved court interpreters understand what the written exam measures, how it is administered, and how to prepare for taking the exam. Each examinee should study this overview thoroughly in order to be more fully prepared for the written exam.

Effective January 1, 2005, the written examination is the first step of the process for becoming an approved or registered court interpreter in New Jersey. **Passing this test does not mean a person has become an approved or registered court interpreter; rather, it means the examinee has met one of several requirements for approval or registration.**

The written exam measures a candidate's knowledge of three areas central to the work of a court interpreter at the level of a minimally qualified court interpreter:

### **1. *English Vocabulary***

To function as a professional court interpreter, one indispensable component is a high degree of proficiency in the English language. Accordingly, the written examination tests comprehension of written English vocabulary and idioms.

### **2. *Court-Related Terms and Usage***

A second area of knowledge essential to successful professional performance, is familiarity with the terminology and procedures of the court system. Accordingly, the written examination also measures recognition of common court-related situations and vocabulary, *especially in the area of criminal courts.*

### **3. *Ethics and Professional Conduct***

The last area of knowledge required of professional court interpreters covered in the written test is general knowledge of standards guiding the performance of duties. Accordingly, the written exam includes questions aimed at measuring a candidate's knowledge of ethical behavior and professional conduct.

## **What does the test look like?**

The examination contains 135 multiple-choice questions. Each question has four choices, labeled A, B, C and D. The candidate is instructed to select the best choice and mark that choice on the answer sheet. The test has two parts:

Part I: General Language Proficiency, and

Part II: Court-Related Terms & Usage, and Ethics & Professional Conduct.

Each part has several sections, each containing a particular category of questions. Each section contains specific instructions on how to proceed. A complete list of the sections, including sample questions for each, is provided in Appendix A.

## **How do I register to take the test?**

To register, complete the **application at the end of this document, and mail it along with your check, certified check or money order of \$50 payable to "Treasurer, State of New Jersey."** Applications that do not include all of the required information and the \$50 payment will be returned. Absolutely no cash payments will be accepted. We will confirm receipt of your application and payment via e-mail. The application requests the following information:

1. Full, legal name that you use
  - a. First name
  - b. Middle name or initial, if any
  - c. Surname (for many of you, this may include two names that may or may not be hyphenated).
2. Mailing address (including floor or apartment number if applicable).
3. List of **three test sessions**, ranked from most preferred to least, at which the candidate wishes to take the test (see next section for a list of available dates). By “test session” we mean a test date and an indication of the AM or PM session.
4. Daytime telephone number.
5. E-mail address.
6. Language(s), other than English, for which you aspire to become a court interpreter.
7. Identification of one of the following categories that best describes your status in applying to take the test. (Please select only one option.)
  - a. Employee of the Superior Court,
  - b. Employee of any Municipal Court,
  - c. Candidate for becoming a freelance, contract interpreter in New Jersey—first application,
  - d. Candidate for becoming a freelance, contract interpreter in New Jersey—second or subsequent application,
  - e. Candidate for becoming a freelance interpreter sent by an agency (if this applies to you, include the name of the agency that’s sending you), or
  - f. Employee of another government agency being sent by that agency (please include the name of the agency)
8. Affidavit (select the appropriate statement that applies to you):
  - a. First-time candidates: “I hereby affirm that I have not entered the court interpreter certification or approval process of any other state that uses the NCSC’s written test and that I have neither taken nor plan to take the NCSC’s written test in another state.” This does not apply to candidates from Massachusetts, or New York. While those states may have and use a written test, it is not the NCSC’s written test and so this affirmation would not apply to those particular candidates.
  - b. Repeat candidates: “I wish to take the written test again and have not taken it or registered to take it in any other state since I took it in New Jersey.”

Registrations will ordinarily be processed on a first-come, first-served basis. However, when a particular test session is close to being filled, preference will be given to candidates who work in languages for which the Judiciary has the greatest need for new interpreters

Candidates will be sent an e-mail stating which written exam session they have been registered in within two weeks of receipt of application. Closer to the date of the written exam, candidates will be sent an e-mail with more details.

### **How far in advance must one register?**

Registrations are ordinarily processed on a first-come, first-served basis, so it is in a candidate’s best interest to register as far in advance as possible. However, assuming there is still space and incoming registrations can be processed in time, one can register the day before. However, last minute registrations are not always possible, either because the test sessions are full or because staff simply cannot process the request on such short notice.

## **When will the test be administered?**

**2018: March 28, June 12, October 4**

**2019: March 27, June 12, September 30**

Any test date may be canceled if a sufficient number of candidates have not registered. If a test date is canceled, candidates will be notified as far in advance as possible via e-mail and asked to indicate their preference for another test session.

Additional dates will be scheduled if there is sufficient demand. There are two test sessions each day. Examinees can take the test either in the morning or in the afternoon. Morning sessions begin at 8:30 AM and afternoon sessions start at 1:00 PM. No one may take the test twice on the same day; therefore, candidates will be scheduled for either the morning or afternoon session, not both. The sessions have been set at times that will improve the odds that candidates will find free visitor parking in the parking lot off Trent Street behind the Trent House. Directions to the area will be e-mailed to each candidate with one's registration confirmation.

## **What should I do if I can't take the test at the session for which I was confirmed?**

Any candidate who is unable to take the test on the date they are scheduled should do the following:

1. Advise the LSS by e-mail at [Langsvcs.mailbox@njcourts.gov](mailto:Langsvcs.mailbox@njcourts.gov) as far in advance of the need to cancel the test for which you are registered, providing your name as well as the date and session for which you had registered. The greater the advance notice you give, the more likely candidates who may be on a waiting list may be given your slot.
2. Advise the LSS regarding which of the next two sessions as stated on your application, you wish to reschedule to. Please note that if you are a "no show" on the date of the exam, you will be issued a refund, **minus a \$25 administrative fee, and will need to start the process all over again.**
3. Please note that you may request another test session **no more than twice**; thereafter, you will be issued a refund and must resubmit your application and fee.
4. If you have not received an e-mail reply within 3 business days regarding your cancellation request, please call and leave a voice-mail message at 609-815-2900, x52376.

## **Where is the written test given?**

The test is given in Trenton only.

## **How do I know if my registration has been accepted and when my test session will be?**

Once the LSS receives a candidate's registration form and payment, they will send the candidate an e-mail confirming receipt and the date/time of the written exam session they have been assigned to. Closer to the date of the exam session, candidates will be sent an e-mail with directions for both personal car and public transportation, which ***they must confirm by return e-mail.***

## **What do I need to know about the test in advance?**

1. **Arrive early. No one will be admitted once the door to the test room has been closed. There are no exceptions and no one arriving after that point in time will be able to take the test at that test session.** At the morning session, a sign will be posted on the door to the test room indicating whether space is available for those who want to return for the afternoon session. If so, late candidates should return to the test room by 12:45 PM and they will be tested then. Candidates who arrive late to the afternoon session will need to send an e-mail to [Langsvcs.mailbox@njcourts.gov](mailto:Langsvcs.mailbox@njcourts.gov) as soon as possible and either request a new date or a refund.

2. **Only a bottle of water and small purses or wallets are allowed in the testing room. Leave everything else at home or in your car.** Do not try to bring brief cases, PDAs, dictionaries, gym bags, calculators, paper, pens, pencils or any other similar items into the test room as you will not be admitted to the test room with them. We will provide everything you will need to take the test. All coats must be left in the front or side of the test room and may not be worn or taken with the examinee to one's seat.
3. **Use the restroom prior to entering the testing room.** If you ask to use the restroom after the test has begun, you will be escorted to the restroom by a proctor within a reasonable time of your request. You may not take any of the test materials with you to the restroom. No more than one candidate will be allowed to go to the restroom at the same time. These measures are designed to ensure that candidates do not use a cell phone or converse with other individuals while outside of the testing room. No adjustments to the time allotted for completion of the exam will be made for any time you are using the restroom.

### **How will the test be administered?**

One or more persons will administer your test. The test administrator will coordinate your registration for the exam immediately upon your arrival. Make sure you check in with the staff person and be prepared to present photo identification to him or her.

The test will be given classroom style. Candidates may not sit next to each other. Rather, there must be at least one empty seat between them. If for any reason the test administrator needs to rearrange the seating for security purposes, the candidates should not be troubled or concerned, much less take personally such a situation.

Once all examinees are seated and the doors have been closed and locked, the test administrator will read instructions that are the same in all test sessions in order to ensure that all candidates receive the same instructions each time the examination is given. Then the examinees will be directed to read and execute an Agreement and Oath Form. Next, examinees will prepare their answer sheets by entering their name, primary language other than English, and the test date. Examinees must listen to the instructions carefully and may not begin the examination until the test administrator says, "Good luck to you all. You may begin."

The answers you give will be on a form produced by Scantron. You will mark your answer by filling in the boxed space of the letter corresponding to your answer. A sample of the Scantron answer sheet is provided. It is to your advantage to become familiar with the answer sheet and how to fill it out before coming to take the test.

Here are some specific suggestions for marking your answer sheet:

1. Make sure you **answer every question**.
2. **Mark all of the answers clearly** on the Scantron answer sheet.
3. If you change any answers, make sure that you **thoroughly erase** any answer that you have changed.
4. Make sure you **mark only one choice per question**. Any question that has two or more answers marked will be counted wrong.
5. Make sure the number of the question corresponds to the number for that question on the answer sheet and mark your answer accordingly.

### **How much time do I have to complete the test?**

Candidates are allowed a maximum of two hours and 15 minutes to complete the examination. A clock will be provided in the testing room. Fifteen minutes before the end of the test, the test administrator will make the following announcement out loud: "You have 15 minutes remaining."

NOTE: The average amount of time candidates use to take the test is 80 minutes. Only two percent of all candidates use the entire 135 minutes and the least amount of time anyone has ever needed to finish the exam was 23 minutes (yes, that person passed, and did so at the Master level!).

### **What should I keep in mind as I make my way through the various sections of the test?**

At the beginning of each section there are instructions on how to answer the questions in that section. As you work your way through the test, carefully read the instructions for each section to be sure you understand how to answer that section's questions. The types of instructions you will find will be to select the answer that:

- is closest in meaning,
- most appropriately completes a sentence,
- best answers a question or provides the best solution to a situation,
- has the correct sequence of events, or
- is opposite in meaning.

Appendix A provides sample questions from the various sections of the exam.

### **What else do I need to know about test security, cheating, and disruptive behavior?**

Security of the test materials is obviously essential. You may not take notes or copy any portion of the exam. In addition, you are not permitted to take any paper with you from the test room.

The test administrator (and perhaps one or more proctors) will monitor candidates throughout the examination to prevent cheating and, if cheating occurs, detect and deal with it. They may circulate throughout the room, but they will not disturb the examinees. If the test administrator or a proctor suspects that an examinee is cheating in any way, including giving or receiving assistance during the examination, communicating with others, retaining or copying examination questions, or using prohibited aids, the test administrator or proctor will address the situation.

If an examinee is disruptive, engages in clear or flagrant cheating, or attempts to copy questions or retain or record test materials, the examinee may be expelled from the testing room and advised that his or her examination will not be scored. Documentation of the expulsion and the reasons for it will be maintained by the Language Services Section.

### **What are the possible levels of outcome on the written exam?**

There are three levels which enable candidates to proceed to the next step in the court interpreter approval or registration process:

1. Pass at the **Master** level: one must score **85% or higher**;
2. Pass at the **Journeyman** level: one must score **80-84%**; and
3. Fail, but at the **Conditionally Approved** level: one must score **70-79%**. Anyone who scores 69% or less is not eligible to proceed to the next step of the court interpreter approval or registration process.



**How do the levels of outcome on the written exam affect my final classification?**

Candidates will be given a final, overall classification when they have completed all of the steps of the court interpreter approval or registration process at one of three levels: Master, Journeyman, and Conditionally Approved. For those who work in languages for which there is a court interpreting oral exam, their classification is determined by their scores on both tests and will always be at the level of the lower level of the two. The following chart illustrates the possibilities for persons who work in languages for which there are court interpreting oral exams:

Outcome Level on the Written Test	Outcome Level on the Interpreting Test	Final Classification
Master	Master	Master
Master	Journeyman	Journeyman
Master	Conditionally Approved	Conditionally Approved
Journeyman	Master	Journeyman
Journeyman	Journeyman	Journeyman
Journeyman	Conditionally Approved	Conditionally Approved
Conditionally Approved	Master	Conditionally Approved
Conditionally Approved	Journeyman	Conditionally Approved
Conditionally Approved	Conditionally Approved	Conditionally Approved

The same principle applies to individuals who work in languages for which there is not yet an oral interpreting examination. For these prospective interpreters, see the document entitled [Classification of Interpreters who work in Languages for which there is no Court Interpreting Oral Exam](#).

**Reminder:** Passing this test or scoring in the 70-79% range does not mean you are now an approved or registered court interpreter. It is only one of several requirements you must complete.

**How will I be notified about the results and how much time will pass between the date of the exam and the date I can expect to receive the results?**

The LSS will advise each examinee of their results via e-mail, approximately 30 days after the test date. Results are not given to anyone over the phone. If more than 30 days have passed and you still have not received your results via e-mail, you are encouraged to call us at 609-815-2900, x52376 or e-mail us at [Langsvcs.Mailbox@njcourts.gov](mailto:Langsvcs.Mailbox@njcourts.gov).

**How long are the written exam results good for?**

Generally, written test results are valid for **three years**, giving candidates time to complete the court interpreter program (Orientation Seminar and oral exam). ***If a candidate has not attended the Orientation Seminar and/or attempted the oral exam within the three-year period, he/she will need to start all over, beginning with the written exam.***

**What have the results been on the test?**

Over 2,000 candidates have sat for the exam since administration of the exam began in January 2005. The tables below provide summary statistics for all examinees for the period January 1, 2005 through December 31, 2016.



**Overall Outcomes:**

OUTCOME	# OF CANDIDATES	% OF CANDIDATES
Pass - Master level	744	33%
Pass - Journeyman level	323	14%
Fail - Conditionally Approved	607	27%
Fail	591	26%
TOTAL	2,265	100%

**Scores on the Exam Sections:**

Exam Sections	Mean Score	Median Score	Highest Score	Lowest Score
English	79%	81%	100%	7%
Legal Terms	73%	76%	100%	0%
Professional Ethics	79%	80%	100%	0%
Entire Test	77%	79%	100%	4%

**Time Candidates Used to Take the Test**

Least:	21 minutes (1 person)
Most:	135 minutes (37 persons)
Mean:	79 minutes
Median:	75 minutes

**What if I want to take the written examination again?**

Many people who score below 70% and are not eligible to proceed any further in the court interpreter approval or registration process, as well as most people who score at the Conditionally Approved or Journeyman level, will want to be retested in the hopes of reaching at least a higher level and ultimately the Master level. Experience shows that retaking an examination of this kind within a short time period will not substantially change the results. Candidates who fail the exam and want to take it again are encouraged to review the sections of this document that provide specific suggestions for preparing to take the test and engage in some reading and preparatory study before retaking the examination. Candidates who wish to be retested will need to follow the instructions in this document pertaining to registration.

**NOTE: Candidates who take the written examination in New Jersey and then want to take the written exam again, must retest in New Jersey. We will not accept any exam results from any other jurisdiction for anyone who has taken the exam in this state.**

There are two very important implications for those who fail the written exam:

1. One full calendar year must pass before the written examination can be taken again. Registrations for retesting may be submitted no sooner than ten months after the date one has failed an exam.
2. The exam can be taken up to but not more than four times. No examinee who fails the exam four times will be allowed to take the test again.

**What can I do in general to prepare for the test?**

If you are not familiar with taking written multiple-choice tests, you may find it beneficial to study the NCSC's testing preparation materials at [ncsc.org/Education-and-Careers/State-Interpreter-Certification](https://ncsc.org/Education-and-Careers/State-Interpreter-Certification).

**What can I do to prepare for the English vocabulary section of the exam?**

A broad, extensive knowledge of English vocabulary is not something that is quickly or easily acquired, so there isn't a lot you can do to really study specifically for this part of the exam within a short period of time. This is largely the product of many years of reading, speaking, and otherwise functioning in and using the English language. For those reasons, we do not recommend that you invest a lot of time, money or energy in preparing for this portion of the exam. However, here are some activities that might be helpful in preparing for the test should you wish to pursue any of them:

1. Take upper-level English courses at a college or university.
2. Read widely such publications as literature and professional journals in many fields, as well as editorials and articles in major newspapers.
3. Brush up on English vocabulary (go back to the basics and review antonyms, synonyms, and idioms; engage in vocabulary building exercises). Other sources include:
  - a. The ESL Idiom Page, (Dennis Oliver), available online at: [eslcafe.com/idioms](http://eslcafe.com/idioms).
  - b. SAT and GRE workbooks.
  - c. Vocabulary-building books found in the reference section of libraries and bookstores.

**What can I do to prepare for the legal terminology and court procedure section of the exam?**

This section of the exam tests general concepts and legal procedures and does not include obscure or particularly difficult terms and procedures. Much of the material covered in this part of the exam can be acquired from general knowledge arising from watching television, listening to the news, and reading newspapers about the law and court procedure. However, some studying of legal terminology and court procedure, especially pertaining to criminal matters, is likely to show positive results in test outcomes on this section. Here are some suggestions along these lines ranked in order of greatest to least likelihood of being useful:

1. Study the most commonly used legal terms using [Glossary of Commonly Used Court & Justice System Terminology](#) (a publication of the NCSC).
2. Read publications about the administration of justice such as the following:
  - a. Documents issued by the American Bar Association ([abanet.org/abastore](http://abanet.org/abastore)):
    - i. Law & the Courts, Volume I, *The Role of the Courts*, 2000.
    - ii. Law & the Courts, Volume II, *Court Procedures*, 1998.
    - iii. Law & the Courts, Volume III, *Juries*, 2001.
  - b. More generic publications about the courts and the administration of justice, particularly George F. Cole and Christopher E. Smith, *Criminal Justice in America*, 4<sup>th</sup> Edition. (**NOTE:** any fairly recent edition will be fine; don't feel you have to use only the 4<sup>th</sup> edition.)
3. Take college/university courses available in programs such as criminal justice, justice studies, paralegal studies, and court administration.
4. Visit courthouses and observe court proceedings in civil, criminal, and family matters.
5. Read news items related to legal matters, law enforcement, and the courts in major newspapers, consulting a dictionary to look up unfamiliar words.

## **What can I do to prepare for the section on ethics and professional conduct?**

While there are only ten questions in this part of the exam, this is the section that is probably easiest to study for. Here are some suggestions ranked in order of greatest to least likelihood of being useful:

1. Become familiar with New Jersey's:
  - a. [Code of Professional Conduct for Interpreters](#); and
  - b. [Language Access Plan](#)
2. Study the following:
  - a. Model Code of *Professional Responsibility for Interpreters in the Judiciary*, which is available at [cdm16501.contentdm.oclc.org/cdm/ref/collection/accessfair/id/175](http://cdm16501.contentdm.oclc.org/cdm/ref/collection/accessfair/id/175)
  - b. Chapters 34 and 35 in González, R.D., Vásquez, V.F., and Mikkelsen, H. (1991). *Fundamentals of Court Interpretation: Theory, Policy and Practice*. Durham, NC: Carolina Academic Press.
  - c. *Professional Ethics and the Role of the Court Interpreter*, Third Edition ([courts.ca.gov/documents/CIP-Ethics-Manual.pdf](http://courts.ca.gov/documents/CIP-Ethics-Manual.pdf)).

While those references should be adequate, if you really want to be exhaustive, here are some additional options to consider:

1. Read pertinent sections of some of the following classic texts in the field:
  - a. Berk-Seligson, Susan (1990). *The Bilingual Courtroom: Court Interpreters in the Judicial Process*. Chicago: University of Chicago Press.
  - b. De Jongh, E.M. (1992). *An Introduction to Court Interpreting: Theory and Practice*. Lanham, MD: University Press of America.
  - c. Edwards, Alicia B. (1995). *The Practice of Court Interpreting*. Amsterdam/Philadelphia: John Benjamins.
  - d. Carla Mathers, *Sign Language Interpreters in Court: Understanding Best Practices*. Bloomington: AuthorHouse, 2006.
  - e. Mikkelsen, H. (2000). *Introduction to Court Interpreting*. Manchester, UK: St. Jerome Publishing.
2. Join and participate actively in a professional association such as the National Association of Judicial Interpreters and Translators ([najit.org](http://najit.org)) or the American Translators Association ([atanet.org](http://atanet.org)), studying their respective codes of ethics.

## **What if I need special accommodation due to a disability?**

Candidates who have a disability and need an accommodation to complete this examination must request the accommodation in advance. In order to do that, please contact the Language Services Section of the Administrative Office of the Courts as far ahead of the test date as possible via e-mail at [Langsvcs.mailbox@njcourts.gov](mailto:Langsvcs.mailbox@njcourts.gov). Please describe (1) the nature of your disability and (2) the type or kind of accommodation you are requesting. In addition, you may be asked to provide a statement from an appropriate medical professional documenting the diagnosis of your disability and the functional limitations the disability presents relative to completing the examination.

### **What happens if I do not show up for the test when I registered to take it?**

The burden is on the examinee to reschedule or cancel **prior** to their scheduled exam. Any candidate who is a “no show” for the exam will be issued a refund (minus a **\$25 administrative fee**) and will need to start the process all over again. Examinees are allowed to reschedule **no more than twice**; thereafter a refund will be issued and you will need to resubmit your application and payment.

#### **Language Services Section**

Programs and Procedures Unit

Office of Management and Administrative Services

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**Phone:** 609-815-2900, x52376

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## Appendix A - Sample Questions

### Sections in Part I, General Language Proficiency

**Sentence Completion.** Items 1 through 9 consist of unfinished sentences. The candidate is instructed to select from a list of four words or phrases the one that best completes the sentence.

**Example:** A person who feels persecuted in his/her home country may apply for political

- A. appellation
- B. appraisal
- C. asylum
- D. ascendance

**(C is the best answer)**

**Synonyms in Context.** Items 10 through 17 consist of sentences that contain an underlined word or phrase. The candidate is instructed to choose from a list of four words or phrases the one that is closest in meaning to the underlined word or phrase.

**Example:** It was done pursuant to the proceedings of the court.

- A. in accordance with
- B. in addition to
- C. in conjunction with
- D. in spite of

**(A is the answer that is closest in meaning)**

**Synonyms.** Items 18 through 38 consist of words or phrases. The candidate is instructed to select from a list of four words or phrases the one that has the same meaning or closest to the same meaning as the word or phrase provided.

**Example 1:** Scaffold

- A. platform
- B. table
- C. prop
- D. curtain

**(A is the answer that is closest in meaning)**

**Example 2:** Hubris

- A. exaggerated pride
- B. steadfast loyalty
- C. extreme shyness
- D. committed fidelity

**(A is the answer that is closest in meaning)**

**Antonyms.** Items 39 through 50 consist of words or phrases. The candidate is instructed to select from a list of four words or phrases the one that is opposite in meaning to the word or phrase provided.

**Example:** Excessive

- A. stingy
- B. large
- C. robust
- D. restricted

**(D is the correct answer, opposite in meaning)**

**Idioms.** Items 51 through 75 consist of sentences that contain an underlined idiomatic expression. The candidate is instructed to select from the list of four words or phrases the one that is closest in meaning to the underlined idiom.

**Example 1:** Do you need to make a pit stop before we get there?

- A. get some money
- B. go to the bathroom
- C. empty the trash
- D. make a phone call

**(B is the answer that is closest in meaning)**

**Example 2:** His career as an attorney is all washed up.

- A. off to a late start
- B. off to a good start
- C. completely over
- D. very profitable

**(C is the answer that is closest in meaning)**

### **Sections in Part II, Court-Related Terms & Usage, and Ethics & Professional Conduct**

(\*The legal terms found in items 76 through 125 are taken largely from criminal court case types.)

**Sentence Completion.** Items 76-111 consist of unfinished sentences that are likely to be heard in the court environment. The candidate is instructed to select from a list of four words or phrases the one that most appropriately completes the sentence.

**Example 1:** A case decided without prejudice means that

- A. there is no right to a new trial
- B. there is an automatic appeal of the case
- C. there is a right to a new trial
- D. there are no racial overtones in the case

**(C is the answer that most appropriately completes the sentence)**

**Example 2:** A defendant is required to give up certain constitutional rights

- A. after being found guilty at trial
- B. before entering a plea of guilty
- C. only if represented by a public defender
- D. only after probation is granted

**(B is the answer that most appropriately completes the sentence)**

**Court-Related Questions.** Items 112 through 121 consist of questions on court-related topics. The candidate is instructed to select from a list of four choices the one that is the best answer.

**Example:** Which of the following would be a concurrent sentence?

- A. two years for burglary, two years for robbery: two years in jail
- B. two years for theft, two years for assault: four years in jail
- C. four years for rape, three years for a second rape: seven years in jail
- D. four years for rape, two years for assault: two years in jail

**(A is the best answer)**

**Sequence.** Items 122 through 125 consist of questions about the proper sequence of events in court-related situations. The candidate is instructed to select from a list of four choices the one that correctly describes the order in which the events should occur.

**Example:** Which of the following is a correct sequence of event?

- A. Jury Charge, Jury Deliberation, Jury Instructions, Jury Verdict
- B. Jury Sworn, Jury Verdict, Jury Charge, Jury Deliberation
- C. Jury Deliberation, Jury Sworn, Jury Instructions, Jury Verdict
- D. Jury Sworn, Jury Charge, Jury Deliberation, Jury Verdict

**(D is the correct sequence of events)**

**Professional Conduct Questions.** Items 126 and 127 consist of questions about the appropriate course of professional conduct an interpreter should take. The candidate is instructed to select from a list of four choices the one that is the best answer.

**Example:** Which of the following is most important for you to do when you are interpreting at the witness stand?

- A. keep your eyes on the jury
- B. keep your dictionary and note pad at hand
- C. keep eye contact with the witness at all times
- D. keep the judge informed of contradictory testimony

**(B is the best answer)**

**Scenarios.** Items 128 through 135 consist of brief scenarios describing situations an interpreter might encounter while interpreting in the courts that would pose ethical or professional problems. The candidate is instructed to select from a list of four alternatives the best solution or course of action.

**Example:** An expert witness is giving testimony regarding blood alcohol content while you are interpreting for the defendant. The testimony is very complex, and even though you can interpret it at the same level, you sense that the defendant does not understand such technical language. What is the best thing for you to do in this situation?

- A. advise the judge that the defendant does not understand
- B. interpret at the same level as the witness
- C. ask the judge for permission to explain for the witness
- D. summarize the testimony for the defendant in language he can understand

**(B is the best solution)**



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PART 2

TEST RECORD	
SIDE 1	PART 1
SIDE 2	PART 2
PART 3	
PART 4	

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PART 1

**IMPORTANT**

USE NO. 2 PENCIL ONLY

- MAKE DARK MARKS
- ERASE COMPLETELY TO CHANGE
- EXAMPLE: A B C D E

TO USE SUBJECTIVE SCORE FEATURE:

- Mark total possible subjective points
- Only one mark per line on key
- 163 points maximum

EXAMPLE OF STUDENT SCORE:

100	90	80	70	60
50	40	30	20	10
5	4	3	2	1

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SUBJECT	
DATE	
PERIOD	

SIDE 1

**SUBJECTIVE SCORE INSTRUCTOR USE ONLY**

100	90	80	70	60
50	40	30	20	10
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	(T)	(F)	KEY
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45	A	B	C
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## New Jersey Judiciary

### Court Interpreter Written Test Application

Please type or print legibly and return to address below. All items are required. **Incomplete Forms Will Be Returned Unprocessed. PLEASE INCLUDE YOUR PAYMENT OF \$50.**

Your **Full** Legal Name (Enter middle name as it appears on your birth certificate)

☐ Mr. Last Name / Surname (provide both if applicable) First Name Middle Name  
☐ Ms.  
☐ Miss

Mailing Address

Street Apt. No City State Zip code + 4

Daytime Phone (If you have more than one, please list in priority order) E-mail address

Languages (other than English), you expect to interpret.

List your top three choices for the date(s) / time(s) you wish to take the written test (you will be notified by mail your assigned date/time).

1. ☐ 8:30 a.m. ☐ 1:00 p.m. 2. ☐ 8:30 a.m. ☐ 1:00 p.m. 3. ☐ 8:30 a.m. ☐ 1:00 p.m.

**Application Status:** In what capacity are you taking the test? (Select one)

- ☐ a. Employee of the Superior Court
- ☐ b. Employee of Municipal Court \_\_\_\_\_ (court name)
- ☐ c. Prospective freelance interpreter - **first** application
- ☐ d. Prospective freelance interpreter - **second** or subsequent application
- ☐ e. Prospective freelance interpreter sent by an agency \_\_\_\_\_ (agency name)
- ☐ f. Employee of another government agency being sent by that agency \_\_\_\_\_ (agency name)

Have you taken a court interpreter test in this language from NJ or any other state that uses the National Center for State Courts (NCSC) written/oral exams? If yes, please specify the location.

☐ Yes ☐ No

**Affidavit:** (check the statement below that applies to you)

- ☐ **First-time applicants:** I hereby affirm that I have not entered the court interpreter certification or approval process of any other state that uses the National Center for State Courts (NCSC) written test and that I have neither taken nor plan to take the NCSC's written test in another state. (This does not apply to candidates from California, Massachusetts, or New York.)
- ☐ **Repeat applicants:** I wish to take the written test again and have not taken it or registered to take it in any other state since I took it in **New Jersey**.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Important Note:** Applications submitted without accompanying fee will be returned.

**Mail completed application, with accompanying fee of \$50** made payable to "**Treasurer, State of New Jersey,**" to the address below. The fee is payable by check, certified check or money order only. Checks will be deposited upon receipt.

**Absolutely NO CASH will be accepted.**

**Regular Mail (US Postal Service)**

Language Services  
Administrative Office of the Courts  
PO Box 988  
Trenton, NJ 08625-0988

**Overnight/Express Mail**

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Administrative Office of the Courts  
Richard J. Hughes Justice Complex  
25 Market Street  
Trenton, NJ 08611 – 0988